



# UNITED STATES POWER SQUADRONS®

SAIL AND POWER BOATING

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## District 2

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To: Fall Conference Attendees  
From: Susan L. Darcy, JN  
Subject: How to Print the Seat Packet and the Contents as of **10/25/18**.

How to Print the entire Seat Packet or individual pages:

Click on the Seat Packet filename which will open the file. The filename will be ***"Complete\_2018\_Fall\_Conference\_Seat\_Packet.pdf"***.

When the next window is displayed, under the top menu, select **Print**. When this menu is displayed, you will be able to **Print All** pages or only selected pages using the **Contents Table** enclosed.

To only print selected pages like the **Attendance Form** on the **Print** menu, select **Page Range** and enter the pages you want to print. Ex. 12-13.

There are Bookmarks included in the Seat Packet, clicking on a plus (+) sign will display other Bookmarks under that title.

This **Contents Table** enclosed will be updated as more material is added to the Seat Packet so if you print part of the Seat Packet now, you will be able to print any additional pages using the updated table below

Remember, this is a new venture and if you have any problems or need an additional information, please don't hesitate to let me know.

Thanks for your help in advance for proofing this process. Looking forward to seeing you at the Fall Conference

*Susan L. Darcy*

D/C Susan L. Darcy, JN



As of **23 October 2018**, the contents of the “**Complete 2018 Fall Conference Seat Packet**” file are as follows:

Starting Page	Ending Page	Subject
1	2	Call to the D2 Summer Council/Fall Conference – Friday & Saturday 26-27 October 2018
3	3	2018-10-26_27 Summer Council-Fall Conference Fillable Registration Form
4	4	2018-10-26_27 Summer Council-Fall Conference PLAIN Registration Form
5	5	Directions to The Hyatt House
6	6	List of Fishkill Hotels
7	7	2018-10-26 Summer Council Preliminary Agenda (14 September 2018)
8	9	2018-10-27 Fall Conference Preliminary Agenda (14 September 2018)
		<b>Attendance &amp; Proxy Cover – (Instructions, Forms &amp; Delegate Statistics)</b>
10	11	2018 Summer Council Attendance Form and Instructions.
12	13	2018 Fall Conference Attendance Form and Instructions
14	15	2018-10-26 Summer Council Proxy Form and Instructions
16	17	2018-10-27 Fall Conference Proxy Form and Instructions
18	18	District 2 Statistics as of 28 February 2018
		<b>District 2 Bridge Reports Cover</b>
19	19	District Commander Report – D/C Susan L. Darcy, JN
20	20	District Executive Officer Report – D/Lt/C Andy Papademetriou, N
21	21	District Administrative Officer Report – D/Lt/C Robert Terry, P
		<b>District 2 Committee Reports</b>
22	30	2018 Fall Marketing Update – P/D/C Susan P. Ryan, JN
31	31	D2 VSC Report – D/Lt/C Robert J. Terry, P
32	32	D2 Sea Scout Report – P/C Robert Owens, P
33	33	Shop the Ship’s Store and Save 20%
34	34	D2 BOC Certifiers Report
35	38	2018-03-03 Draft Minutes of the Winter Council
39	43	2018-04-07 Draft Minutes of the Spring Conference

